

**MINUTES OF SWAFFHAM BULBECK PARISH COUNCIL
MEETING NUMBER 430**

Held in the School on Tuesday 3rd November starting at 7.30pm

Present: Mary Smith (MS) - Chair for this meeting; Lynn Reed (LR); Bill Wicksteed (BW); Robin Sewell (RS);

Members of the Public: 0

In attendance: C Cllr David Brown;

Meeting opened at 7.30pm

3871 APOLOGIES FOR ABSENCE

Ian Woodroffe; Sue Romero; Gordon Reid; Mark Rogers; D Cllr Allen Alderson

3872 NOTICE OF VACANCY

There is one vacancy on the council following the election. This will continue to be advertised in the Beacon, on the website and on the notice boards.

3873 MEMBERS DECLARATION OF INTEREST FOR ITEMS ON THE AGENDA

None.

3874 OPEN FORUM FOR PUBLIC PARTICIPATION

There were no members of the public present. The Chairman deferred this item until Lee Wilding arrived.

3875 TO APPROVE MINUTES OF MEETING 429 6th OCTOBER 2015

It was proposed by RS and seconded by LR that the minutes of meeting 429 held on 6th October 2015 are approved and signed by the chairman.

CARRIED

BW abstained from the vote as he was not in attendance at the meeting.

3876 MATTERS ARISING/CLERKS REPORTS

3867 - The excavation taking place in Commercial End was not on Highways land which is why the matter was addressed to the Parish Council.

3877 COUNTY COUNCILLORS REPORT

(Distributed before the meeting)

CC David Brown spoke briefly on his report highlighting that Cambridgeshire County Council will share a CEO with Peterborough City Council (Gillian Beasley)

MS left the meeting at 7.40pm and returned at 7.42pm. Lee Wilding did not attend the meeting.

3878 DISTRICT COUNCILLORS REPORT

None

3879 PLANNING MATTERS

Planning Applications

15/01124/FUL Two storey extension to the rear and side of the existing dwelling at 43 Maryland Avenue, Swaffham Bulbeck for Mr & Mrs Loraine Southworth – no objection

15/00705/LBC Internal alterations and extension to 108-110 High Street, Swaffham Bulbeck at the Old Fire Station, Swaffham Bulbeck for Mr Clem Robertson (amendment) – no objection

15/00561/FUL Demolition of existing bungalow and erection of new detached house and garage at The Bungalow, Abbey Lane, Swaffham Bulbeck for Mrs Nichola Bartram – no objection

Planning Approvals

15/00712/FUL Alterations to the rear barn on the site of 108 & 110 High Street Swaffham Bulbeck to form residential accommodation only for use in conjunction with the house at The Old Fire Station, 108 & 110 High Street Swaffham Bulbeck

15/00713/LBC Alterations to the rear barn on the site of 108 & 110 High Street Swaffham Bulbeck to form residential accommodation only for use in conjunction with the house at The Old Fire Station, 108 & 110 High Street Swaffham Bulbeck

Other Planning Matters

15/01244/TRE & Trees/Swaffham Bulbeck/CA Tree Work Approval for 106 High Street, Swaffham Bulbeck for Mrs Norton

3880 GUTTERBRIDGE WOOD MATTERS

- a)
 - 1000 aconites have been planted
 - Wire Netting has been put on the footbridge to prevent it becoming a slip hazard
 - MS has walked around the wood with Giles Merritt to ascertain the position for the remaining bird boxes

3881 RECREATION GROUND AND DENNY WOODS MATTERS

a) A meeting has been held with Sarah Poppy from English Heritage attended by Mary Smith, Sue Romero and Ian Woodroffe. The purpose of the meeting was to discuss the historical context of the Denny Wood and how this might impact on the re-development of the Pavilion and on the development of a management plan for the Denny Wood. (Report distributed to all councillors).

It was proposed by LR and seconded by BW that repairs to the grassed area by the table tennis table and the target wall are carried out at a maximum cost of £180. IW

CARRIED

It was proposed by BW and seconded by LR that one more grass cut is carried out on the verges, the Denny and at the war memorial.

CARRIED

It was proposed by RS and seconded by MS that a crown lift is carried out on the tree to the left of the pavilion subject to approval by ECDC at a cost of £170.

CARRIED

b) RS & BW carried out the play area inspection and recommended that the wooden play equipment is treated. No other matters were raised.

3882 HANDYMAN

Aaron Smith has been appointed on a three month trial as the parish handyman.

3883 CEMETERY MATTERS

a) No report.

3884 HIGHWAYS REPORT

a) Zebra Crossing

There is no update on the lanterns at Commercial End

3885 FINANCES INCLUDING APPROVAL OF OUTSTANDING ACCOUNTS

a) No report.

b) Date of Budget meeting: 17th November at 6.30pm. All Councillors are invited to attend.

c) It was proposed by RS and seconded by MS that the bank reconciliation for September is approved. Clerk

CARRIED

The unpresented cheques will be written back as they have not been presented to either Play Safety for the unapproved inspection or to Lloyds for the Petty Cash.

d) PAYMENTS

Cheque

No;	Payee	Item	Net	VAT	Total	Power
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Payments for Tonight's meeting:

	Mrs D Bayliss	Clerk's Salary	£360.70	£0.00	£360.70	LGA 1972 s112
	HMRC	Tax & NI	£90.00	£0.00	£90.00	LGA 1972 s112
	Mrs D Bayliss	Clerk's Travel/Telephone	£71.38	£0.00	£71.38	LGA 1972 ss174
	J C S Bookkeeping	Payroll	£10.00	£2.00	£12.00	LGA 1972 s112

		Risk Assessment Package			
DMH Solutions		£100.34	£20.07	£120.41	LGA 1972 s 50
Burwell Parish Council	Councillor Training	£35.00	£0.00	£35.00	LGA 1972 s 50
Cambridgeshire County Council	Minor Highways Contribution	£867.67	£0.00	£867.67	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
Herts & Cambs Ground Maintenance	Grass Cutting	£982.00	£196.40	£1,178.40	Open Spaces Act 1906 ss9 & 10 LGA 1972 s214
Grand Total>>>		£2,517.09	£218.47	£2,735.56	

- e) It was proposed by RS and seconded by BW that the November Accounts are approved and paid including a cheque to G & J Peck for £25.36 for stain for the play area fencing.
CARRIED
- 3886 NOTICE OF CONCLUSION OF AUDIT**
The notice of the conclusion of audit has been posted on the notice boards and MS has the Annual Return for inspection within the next 14 days.
- 3887 TO ADOPT PARISH COUNCIL CONSTITUTION**
It was proposed by MS and seconded by LR that the Parish Council Constitution is adopted for the purposes of opening the Unity Trust Bank Account.
CARRIED
- 3888 DATES OF NEXT MEETINGS**
17th November Budget meeting (6.30)
1st December Parish Council (BW apologies)
- The meeting closed at 8.31pm**